

Next Meeting: January 8, 2003

10:00 a.m. – Michigan School for the Deaf and Blind, Living and Resource Center

SPECIAL EDUCATION ADVISORY COMMITTEE

Minutes of December 4, 2002, Meeting
10:00 a.m.

Present: John Bretschneider (for Pam Mish), Kathleen Clegg, Patt Clement, Cheryl Ervin, Ric Hogerheide, Brenda Kotsis, Marge Joslin (for Don Trap) Jim Kubiako, Tiffiany Leischner (for Patricia Keller), Peggy McNeilly, Ginny Palubin, Sue Rabidioux, Debs Roush, Deb Russell, Steve Schwartz, Larry Simpson, Deborah Smith, Barbara Stork (for Jill Jacobs), Laurie VanderPloeg, Randall VanGasse, Colette Ward, Steve Wessels, Herb Yamanishi
Ex-Officio members: Doug Nurenberg, Mark Larson, Rosanne Renauer

Absent: Pansy Coleman, Janice Fialka, Nancy Jackson, Shari Krishnan, Bob Opsommer, Donald Spencer

OSE/EIS Staff: David Brock, Christine Clinton-Cali, Jim Paris, Jim Rowell

Guests: Lynn Boza, Michael Jaime, Amy Johnson, Beth Kennedy, Sandi Laham, Phyllis Cox-Rebori, Paul Kubicek, Chris Lerchen, Jerry Oermann, Jon Wurdock

The meeting was called to order by Vice Chairperson Steve Wessels.

Roll Call

Roll call was taken and a quorum was present.

Introduction of Guests

Guests attending the meeting were introduced.

Amend/Approve Proposed Agenda

The agenda of the December 4, 2002, meeting was considered. The SEAC agenda item X. was amended as follows:

- Policy Subcommittee Report on IDEA Reauthorization Priorities by Steve Wessels

Ginny Palubin moved, seconded by Ric Hoegerheide, to approve the agenda as written. The motion carried.

Amend/Approve Minutes

The minutes of the November 6, 2002, meeting were considered. Ric Hogerheide moved, seconded by Cheryl Ervin, to approve the minutes. The motion carried.

Public Comment

Rich Hogerheide moved, seconded by Brenda Kotsis to allow a public comment by Michaele Jaime during the review of Policy and Procedure Changes, Technical Assistance for Frequently Asked Questions. The motion carried.

Chairperson's Report – Steve Wessels

Vice Chairperson, Steve Wessels, asked that SEAC members complete and return the meeting evaluation forms left on their tables so that the Executive Committee can evaluate them and make any necessary changes.

The January 8, 2003, SEAC meeting will be at the Michigan School for the Deaf and Blind (MSDB) in Flint. SEAC members will receive directions and lodging information (if necessary) in the next mailing packet and via e-mail to the SEAC listserv.

The box lunch enrichment session scheduled for January will be on Education YES! Today's scheduled session will include information on MI Access presented by Peggy Dutcher. There is a chance that today's session may be canceled and if so MI Access will be rescheduled for a later date.

A large SEAC retreat photo has been created for Jacque Thompson and will be presented to her at the January meeting. Those wishing to sign the back of the picture may do so.

State Department Report – David Brock

Jacqueline Thompson will not be in attendance today as she is preparing a memo of understanding with the Michigan Department of Treasury for release of the MEAP scores. The Office of Special Education and Early Intervention Services must have the scores in order to disaggregate them according to required reporting for the Federal Government.

Under the Information Items section there will be a review of seven of the eleven policy documents that need to be updated as a result of the changes in the Administrative Rules for Special Education. The information presented today is for information only and discussion will take place at the January meeting. The exception to this is the Surrogate Parent Policy, which requires action by SEAC at the January meeting so that it can be presented to the State Board of Education in February.

State Board Meeting Report – David Brock

In November the Board completed their standards for Education YES! and setting criteria for how schools will be graded for accountability. The Board item from November can be located on the Michigan Department of Education web-site, www.michigan.gov/mde. These criteria will have implications for all of education not just special education.

Ric Hogerheide requested the Department provide any links or information on Board action items via the SEAC listserv in an effort to keep the Committee more informed. David Brock indicated the OSE/EIS staff responsible for providing this service has retired and that the department has a support person only one day a week to provide any web-site support. The OSE/EIS will send the Board item discussed today to the listserv so that interested committee members may review it. Future postings to the listserv may be possible and the request will be considered.

Information Items

A. Policy Subcommittee Report on IDEA Reauthorization Priorities - Steve Wessels

Steve Wessels reported that the Policy Subcommittee categorized all of the IDEA reauthorization priorities provided by SEAC members in to seven areas, which are as follows:

1. Funding
2. Professional Development
3. Due Process Issues – Parent's rights
4. Behavioral/Mental Health Supports
5. Accountability Issues
6. Prevention and Early Intervention
7. Diagnosis and Eligibility

After categorizing the priorities the Subcommittee has proposed that the following priorities be provided to Tom Watkins for inclusion on the Michigan Department of Education's federal agenda:

1. Funding
2. Behavioral/Mental Health Supports
3. Prevention and Early Intervention
4. Diagnosis and Eligibility

The Policy Subcommittee will be submitting an action item to the Committee of the Whole in January, proposing the priorities that should be presented to Tom Watkins.

Discussion followed.

Ginny Palubin moved, seconded by Kathleen Clegg to combine the seven IDEA reauthorization priorities into three items. Motion denied.

Steve Schwartz moved, seconded by Ric Hogerheide to allow SEAC to use the Subcommittee priorities list to vote for their top three priorities. Motion carried.

SEAC members wishing to submit their votes on the IDEA reauthorization priorities should do so on the provided handout, ranking them from 1 – 3, three being the highest priority. The Policy Subcommittee will take the information from the SEAC and compile a list of the top three priorities.

B. Continuous Improvement Monitoring Process (CIMP) – None

State Improvement Grant (SIG) – The Personnel Development Collaborative invitations have been mailed and electronic copies of the documents have been forwarded to the SEAC listserv.

C. Review of Policy and Procedure Changes – David Brock

Seven of the eleven documents to be updated as a result of the change in the Administrative Rules for Special Education are ready for review, they are as follows:

1. Intermediate School District Plan Criteria
2. Revised Monitoring Standards for Special Education
3. Procedures for Dispute Resolution
4. Procedures for Conducting a Hearing on Objections to the Intermediate School District Plan
5. Procedures for Appointment of Local Special Education Due Process Hearing Officers
6. Technical Assistance for Frequently Asked Questions
7. Surrogate Parent Policy

Policy and procedures that have yet to be reviewed are as follows:

1. IEP manual and forms
2. Procedural safeguards
3. Complaint procedures
4. Inclusive Education Position Statement

SEAC was provided with a summary of the public comment that was received on each of the policy documents. The purpose today is to gain an awareness of what has been commented on and changes that were made to the documents following public comment. Discussion on these documents will take place in January on whether SEAC has a position or recommendation to make regarding any of these policies. Action on these policies will not take place until February.

The exception is the Surrogate Parent Policy which must have action taken in January. The Surrogate Parent Policy is a State Board of Education item and must be approved by the Board before the application for federal funds can be completed. The OSE/EIS has not made any substantive changes to the surrogate parent policy and it did not change based on the public comment. The only changes in the draft policy were updates to show citations to federal and state rules and a modification to the definition of parent to bring it into alignment with the federal definition of parent.

Discussion followed.

Chris Clinton-Cali provided SEAC with a brief overview of the Revised Monitoring Standards for Special Education. Along with the revised monitoring standards, SEAC also received a two-page summary outlining the Standards Advisory Committee's response to the public comment on specific standards.

Discussion followed.

Jim Rowell reviewed the Procedures for Dispute Resolution indicating that this is a new procedure and there has been nothing in the past regarding mediation procedures. The suggested modification for the first paragraph is clarifying language so that it becomes clear that alternative dispute resolution may be requested. Parties are encouraged to use this process rather than the hearings process.

Jim Rowell also reviewed the Procedures for Appointment of Local Special Education Due Process Hearing Officers, indicating that this is a revised document that does not have substantial changes.

Discussion followed.

David Brock reviewed the Procedures for Conducting a Hearing on Objections to the Intermediate School District Plan. No changes have been made to the draft based the public comment.

The proposed changes to the Intermediate School District Plan Criteria were reviewed by David Brock. Some of the changes include the addition of public school academies (LEA/PSA) and a modification clarifying what programs would be described in the ISD plan and those that are different from Part 3 of the administrative rules. As well, sample tables have been provided indicating how to report programs and services.

Several changes have been made to the Technical Assistance for Frequently Asked Questions. Dr. Michaela Jaime, a psychologist from Grand Rapids, stated that she believes that undertrained psychologists are giving children evaluations that she believes are not appropriate and cannot be explained to parents. They are also attending IEPs and holding meetings and cannot make adequate explanations to parents.

Discussion followed.

Action Items

None

Ex-Officio Reports

Institutions of Higher Education — Mark Larson reported the IHEs will be reviewing the State rules around teacher certification and the endorsements as well as the national standards for teacher preparation and the procedures for accrediting colleges of education. The intent is to provide advice to the Michigan Department of Education so that it becomes a continuous improvement model of accreditation.

Michigan Department of Community Health — Doug Nurenburg reported there is an Early Childhood Comprehensive Systems Planning Grant that will be applied for that originates from Maternal Child Health at the federal level. The Department of Community Health will be applying for the grant in collaboration with other state agencies and parents. The application is due in March.

Michigan Department of Career Development/Rehabilitation Services — Rosanne Renauer reported that the rehabilitation agency, on a national level, has experienced many of the same issues with recruiting qualified rehabilitation counselors. As a state, Michigan has maintained the standard that a rehabilitation counselor has a masters degree in human services with rehabilitation counseling being the preferred specialty area.

Family Independence Agency — None

Subcommittee Reports

Operations — Ginny Palubin and Kathleen Clegg reported that the State Board of Education is receiving copies of the SEAC minutes once SEAC has approved them. A communication plan summary will be provided to SEAC outlining the different means of communication members use to inform their organizations of what SEAC is working on. As well, the Operations subcommittee is reviewing the process of informing SEAC of legislative updates. At this point the subcommittee is reviewing the possibility of supplying SEAC members with a list of potential web-sites that SEAC members can review for any legislative information that they might be interested in.

Policy — Steve Wessels reported that, as discussed earlier, the subcommittee will be reviewing the IDEA reauthorization priorities and making a recommendation to SEAC as to what should be provided to Tom Watkins for the federal agenda.

State Improvement Plan — Randy VanGasse reported that the focus of the subcommittee will be transition and the subcommittee will be gathering information on what already exists but they will primarily be reviewing post-secondary transition or transition into adult activities.

Member Issues

Cheryl Ervin brought materials for SEAC to review regarding IDEA partnerships that have been developed. Included in this folder is a newsletter outlining how to become part of a resource group and list of products that have been developed and are available for purchase.

Future Agenda Items:

None.

The meeting was adjourned to subcommittee meetings.

Monica Butler
Recording Secretary

SPECIAL EDUCATION ADVISORY COMMITTEE

Executive Committee
Minutes of December 4, 2002, Meeting
8:45 a.m.

Present: David Brock, Kathleen Clegg, Sandi Laham, Ginny Palubin, Larry Simpson,
Randall VanGasse, Steve Wessels

Review of Today's Agenda

Steve Wessels, Vice Chairperson, will Chair the Committee of the Whole meeting in the absence of Shari Krishnan.

The SEAC Committee of the Whole agenda, item X. Information Items will be changed to reflect the following:

- A. Policy Subcommittee presentation of IDEA reauthorization priorities – Steve Wessels
- B. Continuous Improvement Monitoring Process (CIMP) and State Improvement Grant (SIG) Updates - Fran Loose
- C. Review of Policy and Procedure Changes - David Brock

The Policy Subcommittee will report to the Committee of the Whole the outcome of the survey that was completed inquiring what are the top three priorities, with regard to the reauthorization of IDEA, from each member organization. The information that was collected by the subcommittee was grouped according to priority area and then ranked in accordance to what the Subcommittee believed to be the top priorities.

Steve anticipates the completion of a document, which outlines what SEAC views as the top three priorities related the reauthorization of IDEA, by February. These priorities will be presented to Tom Watkins, per his request, for placement on the Department's federal agenda. Included in this document will be the rationale for the selection of each of the priorities.

Larry Simpson has been appointed by Steve Wessels to Chair the SEAC meeting while Steve makes the Policy Subcommittee presentation.

The meeting Summary and Communication Plan portion of the agenda has not been used since it was added to the SEAC agenda. It has been suggested that this item be removed from the agenda since the information that needs to be captured during the SEAC meeting and the report back to member organizations varies. Discussion on this suggestion will continue at the next Executive Committee meeting when Shari will be in attendance.

Future Agenda Development

The next box lunch enrichment session will be in January and the topic will be Education YES!

State Department Report

David Brock reported that the action taken by the State Board of Education in November, with regard to Education YES!, can be obtained on the Michigan Department of Education web-site, www.michigan.gov/mde.

David Brock, and additional Office of Special Education and Early Interventions Services staff, will be reviewing seven of the eleven documents that require updates as a result of the changes in the Administrative Rules for Special Education. All of these items, with the exception of the surrogate parent policy, are to be reviewed by SEAC for discussion at the January. Action on the surrogate parent policy must be taken in January so that it can be presented to the State Board of Education in February. Chris Clinton-Cali will present the Revised Monitoring Standards for Special Education. Jim Rowell will present the Intermediate School District Plan Objection Hearing Procedures and the Procedures for Appointment of Local Special Education Due Process Hearing Officers.

Subcommittee Reports –

Each Subcommittee Chair reported on their targeted outcomes for the 2002-2003 year.

Operations — Ginny Palubin and Kathy Clegg reported on the three targeted outcomes that the subcommittee is currently working to complete. The first was to confirm that the State Board of Education receives copies of the SEAC meeting minutes. It has been confirmed that the Board receives the Committee of the Whole and Executive Committee minutes after approval by SEAC. The second is completion of the communications chart surveying how members communicate SEAC business with their constituent organizations. The subcommittee has discussed how this information should be shared with the Committee of the Whole, and is in agreement that the information collected should be put into a general/generic format outlining only the means by which members communicate not indicating individual member's communication plans. It is hoped that this can be used as a tool for other SEAC members. The third targeted outcome is to devise a way to keep SEAC apprised of legislative updates. Cheryl Ervin informed the operations subcommittee that the National Education Association and Michigan Education Association provide legislative updates on their web-sites and that she will get the web-site addresses to share with SEAC.

SIP — Randall VanGasse reported that the SIP committee will be discussing Transition, focusing on transition from high school to college, post-secondary, career, or the next phase of life. Randy reported that Jan Yoak-Newman from the Transition Services Project (TSP) presented to the subcommittee at the November meeting and notes that TSP has an effective model.

Policy – Steve Wessels reported that the Policy Subcommittee will be working on the rationale for the IDEA reauthorization priorities to provide to Tom Watkins for the State's federal agenda. The subcommittee will also be working on the Inclusive Education Position Statement.

Miscellaneous

The Executive Committee will not reconvene after subcommittee meetings.